

PORT TOWNSEND SCHOOL DISTRICT NO. 50
6:00 p.m. Regular School Board Meeting
October 26, 2015
“Discover the Power of Learning”

Mission:

In partnership with home and community, Port Townsend School District provides a learning environment where each student develops the knowledge and skills to become a creative, successful and engaged citizen.

01. Location/Time

01.01 Gael Stuart Building, Room S-11, 1610 Blaine St., 6:00 p.m.

02. Call to Order

- 02.01 Roll Call
- 02.02 Pledge of Allegiance

03. Agenda

03.01 Agenda Approval

04. Recognition

- 04.01 Board
- 04.02 Superintendent
 - 04.021 Shining Stars/Certificates
 - 04.020 Certificate of Recognition from Jefferson County

05. Approval of Minutes

- 05.01 Minutes of the September 28, 2015 Regular Meeting
- 05.02 Minutes of the October 12, 2015 Regular Meeting

06. Public Comments

07. Consent Agenda

- 07.01 Consent Agenda Approval
- 07.02 Approval of Personnel Action
 - 07.020 Recommend Cleome Rowe as 1.0 FTE 6/7 Grade Math Teacher, Blue Heron School, effective the 2015-16 school year
 - 07.021 Recommend Savannah Hensel, 3hr./day Food Service Assistant, effective September 28, 2015, the 2015-16 school year
 - 07.022 Recommend Donna Olin, 2.3 hr./day Bus Driver, effective October 12, 2015, the 2015-16 school year
 - 07.023 Recommend Tom Webster, 7 hr./day Cook Baker, effective October 12, 2015, the 2015-16 school year
 - 07.024 Recommend Ryann McChesney, High School Assistant Girls' Soccer Coach, effective the 2015-16 school year
 - 07.025 Approve increase of hours, Rochelle Raines, from 2.3 hrs./day to 4.0 hrs./day effective October 1, 2015
 - 07.026 Accept resignation of Nathan Sherwood, Para educator, effective immediately
 - 07.027 Accept resignation of Cameron Botkin, Blue Heron Head Track Coach, effective immediately
- 07.03 Approval of Financial Reports
 - 07.030 Accounts Payable as of October 26, 2015
 - 07.031 Payroll – September, 2015

07.04 Donations
07.040 Accept Donation from Port Townsend Library Foundation

07.05 Surplus
07.050 Surplus of Bus 12875

08. Board Correspondence - None

09. Reports

09.01 High School ASB Representative
09.02 Friday Salon – Chris Pierson
09.03 Mock Trial Trip November 19-23, 2015 – Chris Pierson
09.04 Capital Projects Update – Brad Taylor
09.05 Superintendent
09.050 Calendar of Events
09.06 Business Manager
09.060 Budget Status 14-15
09.061 Budget Status Report-September 2015
09.062 Enrollment Report

10. Unfinished Business

11. New Business

12. Policy Review

12.01 Policy 6220 – Bid Requirements – First Review
12.02 Policy 3141 – Nonresident Students – First Review

13. Board Member Announcements/Suggestions for Future Meetings

14. Next Meeting

14.01 Work/Study Meeting November 9, 2015, High School Library, 1500 Van Ness St., 6:00 pm

15. Executive Session – (if necessary)

16. Adjournment

Certificate of Appreciation

*The Jefferson County
Developmental Disabilities Advisory Board
and the
Jefferson County Board of County Commissioners
would like to*

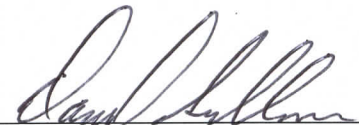
*Thank You for being an Employer who
Supports and Encourages Diversity in the
Workplace!*



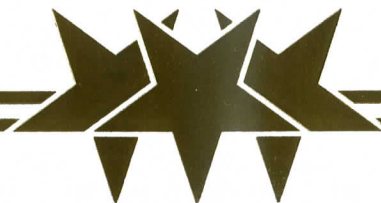
Phil Johnson
Jefferson County
Commissioner



Kathleen Kler
Jefferson County
Commissioner



David Sullivan
Jefferson County
Commissioner



Pam Daly called the meeting to order at 6:00 pm. PRESENT: Jennifer James-Wilson, Pam Daly, Keith White, Nathanael O'Hara, and Connie Welch. Also present were Superintendent David Engle, community members, ASB representative Chloé Rogers, and staff.

Nathanael O'Hara led the Pledge of Allegiance.

Administration of the Oath of Office:

Superintendent Engle administered the oath of office to new board member, Constance Welch. Pam Daly called a recess at 6:05 pm for a reception recognizing Ms. Welch's appointment. The meeting was reconvened at 6:11 pm.

Agenda Approval

Jennifer James-Wilson moved to approve the agenda. Mr. O'Hara seconded and the motion carried 5-0.

Recognition

Chloe Rogers reported that ASB (Associated Student Body) was working on homecoming, budgets, and expectations for ASB members.

Board

Ms. James-Wilson appreciated that up-to-date information appears on the school website, applauded the receipt of a grant from the Marine Science Center for Maritime Discovery Schools (MDS), and welcomed Ms. Welch to the board.

Mr. White reported on the WSSDA (Washington State School Directors' Association) Legislative Conference held on September 18-19, 2015. He also commended everyone involved with the College Fair held at the high school on September 24, 2015, and reported that each of the college representatives he talked with were grateful for the support they felt.

Ms. Welch commended the high school students who worked at the Port Townsend Film Festival September 25-27, 2015.

Mr. O'Hara praised the Grant Street Elementary Open House held on September 24, 2015.

Superintendent

Dr. Engle reported on the following:

- \$10,000 from First Federal for MDS and the \$148,000 grant received by the Marine Science Center to support teacher training for MDS.
- Betsy Hart, Grant Street teacher and Brandi Hageman, High School teacher have suggested exploring an outdoor education program for Port Townsend students at the Fort Worden campus.
- The great work done by the Maintenance Department and Grant Street staff placing the new Kindergarten classroom at Grant Street.
-

Approval of Minutes

The following minutes were brought for approval:

- August 17, 2015 Board Retreat, approved as presented
- August 24, 2015 Regular Meeting, approved as presented
- September 14, 2015 Special Meeting, approved as presented
- September 14, 2015 Work/Study Meeting, approved as presented

Public Comments: - none

Consent Agenda

Mr. O'Hara moved to approve the consent agenda. Mr. White seconded and the motion carried 5-0. Included on the consent agenda were the following items: 1) Payroll for August, 2015; 2) Accounts Payable as of September 28, 2015; 3) Recommend the following actions:

Hire:	Recommend Dana Nelson as 1.0 FTE 4 th Grade Teacher, one year only, effective the 2015-16 school year
	Recommend transfer of Kaleen Steinke from 1.0 FTE Blue Heron Math Teacher to 1.0 FTE Grant Street Elementary Kindergarten teacher effective immediately.
	Recommend Joanne Mackey for additional Food Service position, 2.75 hrs./day, effective the 2015-16 school year
	Recommend Denise Larson as 8 hr./day, 260-day year custodial position at Port Townsend High School, effective the 2015-16 school year
	Recommend Linda May as 6 hr./day Special Education Para educator, Grant Street Elementary, effective the 2015-16 school year
	Recommend Lindsae Barlow as Assistant Volleyball Coach, Port Townsend High School, effective the 2015-16 school year
	Reinstate Rochelle Raines, Bus Driver, effective the 2015-16 school year
Retirements/Resignations	Accept resignation of James Scherer, Bus Driver, effective immediately
Transfers:	Recommend transfer of Shannon Minnihan from Cook/Baker High School to Cook/Baker Blue Heron, effective the 2015-16 school year

Board Correspondence

The Board reviewed the following correspondence:

- Email from A. Frank regarding use of plastic cutlery at Grant Street
- Letter from Peninsula Housing Authority regarding the Lincoln Building
- Email from H. Carlson regarding the new board member appointment

Reports

Highly Capable Program – Principal Lisa Condran

Lisa Condran, Grant Street Elementary Principal, and Kirsten Bledsoe, Counselor at Blue Heron, explained the state requirements for this program and how those are being met. Notification and appeal procedures were discussed. Carrie Ehrhardt, High School Principal, explained that several years ago, students were not served in the highly capable program past 8th grade, but new state requirements say those opportunities must be offered to students in grades K-12.

High School Assessment and School Improvement Report

Carrie Ehrhardt, Port Townsend High School Principal, and Scott R. Wilson, Assistant High School Principal, explained how the score data was collected and reviewed, and how that data is used to form goals. Dr. Engle reminded the board that new assessment tests were taken in the spring of 2014-15, including SBAC (Smarter Balanced Assessment Consortium), and these tests were taken solely online. The SBAC ELA (English, Language Arts) test was given to 10th graders. No comparative data was available as 2014-15 was the first year it was given. 92% of those students tested met the College Ready

level, with 11 students achieving the top score of 2795. Mr. O'Hara asked what contributed to the rise in scores for this test. Ms. Ehrhardt said she felt the improvement could be attributed in part to the hard work of staff to teach Common Core Standards and in part to the the Maritime Discovery Schools placed-based learning model, which makes students work at solving problems. Thirty-five 11th graders opted out of taking this test, as many had already passed the HSPE tests in this subject. Chloe Roberts said perhaps those 11th graders who opted out felt there were other tests to spend time studying for which could affect their college entrance, and since those students had already met standard through the HSPE (High School Proficiency Exam) they chose not to take the SBAC. Next Generation Science Standards were discussed.

WSSDA Leg Conference

Mr. O'Hara reported that the McCleary decision was a topic discussed at the conference, as well as compensation reform, assessments, simple majority for passage of bonds, open records rules, and public records requests.

Superintendent

Superintendent Engle said the next board work/study meeting will be held in the Grant Street gym and will feature a presentation by Integrus, the firm hired for pre-bond planning.

Use of Text Messaging and Email on Personal Devices

Dr. Engle reported that a recent court case upheld that personal text messages on personal devices are recoverable in a public records request, so it is not advisable to use personal devices for any school-related issues.

Business Manager

Amy Khile, Business Manager, gave a draft budget status report for the 2014-15 fiscal year and reported that the ending fund balance at present is at \$535,000, which should stay at the \$500,000 mark, even with expenditures still coming in. She also gave status report for all other funds.

Enrollment

Ms. Khile reported that enrollment in September, 2015 was slightly below what was budgeted.

Ms. Daly called a recess called at 8:12 pm for 5 minutes. The meeting was reconvened at 8:30 pm.

Action Items

Approval of Policy 5010 – Non Discrimination

Ms. James-Wilson moved to approve Policy 5010. Mr. White seconded and the motion carried 5-0.

Approval of Mock Trial Trip to San Francisco, California

Mr. White moved to approve the Mock Trial trip to San Francisco. Mr. O'Hara seconded and the motion carried 5-0.

Review and Approval of the Highly Capable Program, per Policy 2190

Ms. James-Wilson moved to approve the Highly Capable Program for 2015-16. Mr. White seconded and the motion carried 5-0.

Approval of Policy 6210 – Purchasing: Authorization and Control

Ms. James-Wilson moved to approve Policy 6210. Mr. O'Hara seconded and the motion carried 5-0.

September 28, 2015
Regular Board Meeting
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Unfinished Business

Superintendent Engle said he will be out of the office October 6-9, 2015 to attend the Future in Review Conference. Mr. White will be out of the district September 29 – October 7.

New Business – None

Policy Review

Policy 6220 – Bid Requirements

Superintendent Engle explained this update to the policy, recommended by WSSDA.

Board Member Announcements

Ms. James-Wilson discussed Policy 6700 and Policy 3300 that were reviewed at the August 24, 2015 board meeting. Ms. James-Wilson reported that the high school has already begun to offer healthy choices at concessions.

Next Meeting: October 12, 2015 work/study meeting, 6:00 pm., Grant Street Elementary Gym

Adjournment

The meeting was adjourned by consensus at 8:30 pm.

Respectfully submitted,

David Engle, Secretary

ATTEST: _____
Pam Daly, Board Chair

Location: Grant Street Elementary Gym, 1637 Grant Street

Board Chair Pam Daly called the meeting to order at 6:00 p.m. Present: Jennifer James-Wilson, Pam Daly, Connie Welch, Nathanael O'Hara, and Keith White. Also present were Superintendent Engle, staff, and community members.

Connie Welch led the Pledge of Allegiance.

Agenda Approval

Jennifer James-Wilson moved to approve the agenda with one change, to table review of Policy 6220, as new revisions have been received. Keith White seconded and the motion carried 5-0.

Recognition

Board

Ms. James-Wilson said she appreciated this meeting being held at Grant Street, and that she had toured the school garden this evening. Nathanael O'Hara commended Principal Condran on the smooth start of the new school year, especially with all the logistics changes at Grant Street.

Superintendent

Shining Star

Superintendent Engle presented a Shining Star award to Jennifer Stankus, counselor at the High School, for her efforts in hosting the College Fair on September 24, 2015.

Certificates of Recognition

Superintendent Engle presented certificates of recognition to Maintenance/Custodial employees Robert Heck, Justin Gray, Che Taylor, Denise Larson, and Shannon Minnihan for their hard work making space for a new Kindergarten class at Grant Street.

Lois Sherwood Nomination

Carrie Ehrhardt, Port Townsend High School, explained that Lois Sherwood is a regional finalist for the Presidential Award for Excellence in Science Teaching. If chosen as a winner, Ms. Sherwood will have the opportunity to travel Washington, D.C. to meet President O'Bama.

Ms. Daly called a recess at 6:15 for 10 minutes for a reception honoring Ms. Sherwood. The meeting was reconvened at 6:25 pm.

Public Comments

- Barbara Morey spoke about the State McKinney-Vento law, which addresses school district responsibilities to families experiencing homelessness, and pointed out that Policy 3115 being reviewed tonight needs some additional revisions.
- Jan Krick also spoke about the McKinney-Vento law.
- George Oswald, representative for the PTEA (Port Townsend Education Association) said teachers have no plans at present for any coordinated actions such as a strike or walk-out.

Board Correspondence

The board reviewed the following correspondence:

- Email from H. Hammett regarding High School football game September 25, 2015
- Email from C. Hensley regarding High School football game September 25, 2015
- Email from Principal Ehrhardt responding to concerns regarding High School football game September 25, 2015

Reports

ASB representative – none

School-Based Health Clinic

Susan O'Brien and Karen Obermeyer, Jefferson County Health Department, explained that this is the eighth year of operation of school-based health clinics in both Chimacum and Port Townsend school districts, where both medical and mental health services are available. Ms. Obermeyer reported that based on enrollment, 27% of Port Townsend students in grades 9-12 utilized the services offered in the school-based health clinic in the school year 2014-15, with the most use by 11th graders. Ms. Obermeyer also reported that representatives from Jefferson County Health worked with the District Wellness Committee last school year to update Policy 6700, Nutrition and Physical Fitness, with Students for Sustainability on projects, and assisted in bringing the Smilemobile to Blue Heron School on November 2-13, 2015. The Healthy Youth Survey, which is a voluntary, anonymous survey offered to youth in grades 6, 8, 10 and 12 that gathers information about behaviors, topics, influences, etc., was discussed.

School Resource Officer

Troy Surber, School Resource Officer reported on the following:

- Some bullying situations that are being addressed
- Alarm issues
- Working with the Maintenance Department regarding security upgrades, locks, and cameras at schools
- Lighting improvements at the high school

Integrus Architecture

Loretta Sachs, representative from Integrus Architecture, explained the scope of work that will be on the proposed bond in February, 2016, and how that information will be shared with the community. Plans are to construct a new building at the current Grant Street location and move 4th and 5th graders back to that school if the bond is passed. Upgrades to the high school are also planned, including improvements to become ADA (American Disability Act) compliant, and some renovation to the performing arts space. Ms. Sachs also reviewed the calendar of activities planned leading up the bond election. Plans for adjacent properties such as the OCEAN and Head Start buildings were discussed.

New business

Dr. Engle read a letter crafted by regional superintendents to State legislators regarding the newly formed McCleary Work Group.

Policy Review

Policy 6220 Bid Requirements - tabled

Policy 3115 – Homeless Students

Superintendent Engle invited Ms. Morey to work with him to make any necessary revisions to this policy.

Board Member Announcements

The WSSDA (Washington State School Directors' Association) regional meeting in Port Angeles on October 24, 2015 was discussed

The joint Chimacum/Port Townsend board meeting on October 23, 2015 before the football game was discussed.

Executive Session

The work/study meeting was adjourned at 7:51 p.m. for approximately 30 minutes to discuss union negotiations. The executive session was adjourned at 8:28 and the work/study meeting was reconvened at 8:28 p.m.

Adjournment

The meeting was adjourned by consensus at 8:28 p.m.

Next Meeting: October 26, 2015, Regular Board Meeting, 1610 Blaine Street, Room S-11, 6:00 pm.

Respectfully submitted,

David Engle, Secretary

ATTEST: Pam Daly, Board Chair



Blue Heron Middle School



Port Townsend School District #50

3939 San Juan Avenue * Port Townsend, Washington 98368

Main Office Tel # ~ 360.379.4540 * Fax# ~ 360.302.2505

Principal ~ Matthew Holshouser

Dear Dr. Engle and PTSD Board of Directors,

I hope this note finds you all well. I wanted to take a moment and highly recommend a candidate for our 6th & 7th Grade Mathematics teaching position here at Blue Heron School for the 2015-2016 school year.

Ms. Cleome Rowe will serve as the 6th & 7th Grade Mathematics instructor here at Blue Heron School for the 2015-2016 school year.

Ms. Rowe brings an array of talents and experiences that will be advantageous to both our students and staff here at Blue Heron School. Ms. Rowe is Washington State certified and highly qualified to teach middle and high school math and science, has teaching experience in eastern and western Washington at both the middle and high school math and science course work level, as well as has owned and worked as an organic farmer.

In closing, I highly recommend Ms. Cleome Rowe to the Grade 6 & 7 Mathematics teaching position on the Blue Heron School campus within the Port Townsend School District. I believe she will be a welcomed addition to the Blue Heron team as well as immediate impact upon the academic and overall success of our middle school mathematics learners.

Thank you for your time and consideration.

Be Well,

Matthew Holshouser

Blue Heron School Principal

Laurie McGinnis

From: Brad Taylor
Sent: Friday, September 25, 2015 9:13 AM
To: Laurie McGinnis
Subject: Food Service Assistant

Laurie McGinnis
Director of Human Resources

Laurie,
On 9/24/15 Stacy Larsen, Joanne Mackey and myself interviewed Savannah Hensel for the position of Food Service Assistant. All three of us highly recommend her for this position. She will be a great addition to the kitchen staff.

Brad Taylor
Director

9-25-15

Thank you for the wonderful opportunity to work in the Port Townsend School District. I really enjoyed working for and with everyone. I am sad to write that I am resigning. Thank you again.

Nathan Sherwood

PORT TOWNSEND SCHOOL DISTRICT

"Discover the Power of Learning"

Superintendent

Dr. David Engle

360 / 379-4501

FAX: 360 / 385-3617

www.ptschools.org

1610 Blaine Street
Port Townsend, Washington 98368

Board of Directors

Keith White
Jennifer James-Wilson
Pam Daly
Nathanael O'Hara

To: 2015/2016 Board Members
From: Tracie Twitchell Transportation Director
Date: September, 29, 2015
RE: Recommendations for increase in hired hours

I recommend the following school bus driver hired hours will increase effective October 1, 2015

1. Rochelle Raines (Route 224)

PORT TOWNSEND SCHOOL DISTRICT

"Discover the Power of Learning"

Superintendent
Dr. David Engle

360 / 379-4501
FAX: 360 / 385-3617
www.ptschools.org

1610 Blaine Street
Port Townsend, Washington 98368

Board of Directors
Keith White
Jennifer James-Wilson
Pam Daly
Nathanael O'Hara

October 15, 2015

Dr. David Engle:
School Board:

I would like to recommend Donna Olin for the position of Relief Route Driver at 2.3 hours per day.

Thank you,
Diana Post, Temporary Supervisor

Ms. Diana Post.

Dear Laurie McGinnis,

I am recommending Tom Webster for the position of Cook Baker with the Port Townsend School District. Since the first day of school Tom has been coming in at 5:30 and preparing breakfast and helping get lunch for all the schools. This is not his position his job is 7-1 and involves food prep, he has been filling in until we found someone. In addition to the breakfast prep he is still making sandwiches and preparing the salad bar at the high school. Essentially he has been doing two jobs since Sept 8th.

Tom is a real team player, hard worker and loves working with the food and the kids. He has shown that he has what it takes to be a cook/baker and I recommend him for the position.

Stacey Larsen
Director of Food Service
Port Townsend School District #50



1500 Van Ness, Port Townsend, WA 98368

Phone: 360.379.4520 Fax: 360.379.4505

Carrie Ehrhardt, Principal

Scott R. Wilson, Assistant Principal

District Athletic Director

To:

Port Townsend District 50
1500 Van Ness
Port Townsend, WA 98368

From:

Scott R. Wilson
Assistant Principal/Athletic Director
Port Townsend School District 50
1500 Van Ness
Port Townsend, WA 98368

RE: Ryann McChesney, Assistant Soccer Coach

Date: September 23, 2015

Dr. Engle and Members of the School Board,

After discussing the position with the head soccer coach, and meeting directly with the candidate, I recommend **Ryann McChesney** for the position of **Assistant Girls' Soccer Coach** at Port Townsend High School.

Ryann has experience as a member of college-level soccer team at Oberlin College. Soccer has always been a part of her life. She has served as an assistant coach and also has found herself in several positions working with kids. I am confident that her experience will benefit our soccer program and that Ryann herself will be an excellent role-model for our female athletes.

I look forward to having Ryann as a part of our Redhawk coaching staff.

Sincerely,

Scott R. Wilson

Cc: Lysa Falge



From: Cameron Botkin
Sent: Thursday, September 24, 2015 12:10 PM
To: Scott Wilson
Subject: Track

I need to resign from Blue Heron head track coach.

Thanks Scott,
Cameron

GF 2014-15

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 26, 2015, the board, by a _____ vote, approves payments, totaling \$21,650.18. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND:
Warrant Numbers 59563 through 59578, totaling \$21,650.18

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
59563	BANK OF AMERICA VISA	09/30/2015	11,209.91
59564	CENEX FLEETCARD	09/30/2015	86.45
59565	CENTRUM	09/30/2015	1,524.91
59566	CHIMACUM SCH DIST#49-CO-OP TRA	09/30/2015	1,419.38
59567	ESD 114	09/30/2015	337.50
59568	FOLLETT SCHOOL SOLUTIONS	09/30/2015	360.31
59569	FOLLETT SCHOOL SOLUTIONS INC	09/30/2015	608.05
59570	GBC	09/30/2015	93.12
59571	HANKINSON, JANELLE	09/30/2015	55.00
59572	HORTON, ROBERT	09/30/2015	200.00
59573	KING COUNTY DIRECTORS	09/30/2015	2,014.17
59574	LEADER	09/30/2015	415.50
59575	MAGAZINES.COM	09/30/2015	262.80
59576	OVERDRIVE INC	09/30/2015	2,452.15
59577	POLLACK, JORDAN D	09/30/2015	280.00
59578	WASHINGTON TRACTOR	09/30/2015	330.93

16 Computer Check(s) For a Total of 21,650.18

2014-15

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 26, 2015, the board, by a _____ vote, approves payments, totaling \$21,091.18. The payments are further identified in this document.

Total by Payment Type for Cash Account, CAPITAL PROJECTS:
Warrant Numbers 3234 through 3236, totaling \$21,091.18

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
3234	BANK OF AMERICA VISA	09/30/2015	110.00
3235	CHIMACUM SCH DIST#49-CO-OP TRA	09/30/2015	18,064.17
3236	FREDERICKSON ELECTRIC INC	09/30/2015	2,917.01
3	Computer	Check(s) For a Total of	21,091.18

2014-15

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 26, 2015, the board, by a _____ vote, approves payments, totaling \$4,334.79. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASSOCIATED STUDENT BODY:
Warrant Numbers 10181 through 10182, totaling \$4,334.79

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
10181	BANK OF AMERICA VISA	09/30/2015	4,282.69
10182	STEVENS MIDDLE SCHOOL ASB	09/30/2015	52.10
2	Computer	Check(s) For a Total of	4,334.79

Sept. Comp Exp

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 26, 2015, the board, by a _____ vote, approves payments, totaling \$2,272.63. The payments are further identified in this document.

Total by Payment Type for Cash Account, Wire Transfers:
Wire Transfer Payments 201500006 through 201500007, totaling \$2,272.63

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
201500006	DEPARTMENT OF REVENUE	10/01/2015	2,028.55
201500007	DEPARTMENT OF REVENUE	10/01/2015	244.08

2 Wire Transfer Check(s) For a Total of 2,272.63

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 26, 2015, the board, by a _____ vote, approves payments, totaling \$7,604.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASSOCIATED STUDENT BODY:
Warrant Numbers 10193 through 10200, totaling \$7,604.00

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
10193	AWSP	10/15/2015	59.50
10194	CITY OF PORT TOWNSEND	10/15/2015	60.00
10195	COSTCO	10/15/2015	529.89
10196	Gambill, Tom George	10/15/2015	301.42
10197	MAX KRANER	10/15/2015	300.00
10198	RILEY, KELLE	10/15/2015	560.00
10199	SAFEWAY	10/15/2015	501.54
10200	WALSWORTH PUBLISHING CO	10/15/2015	5,291.65
8	Computer	Check(s) For a Total of	7,604.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 26, 2015, the board, by a _____ vote, approves payments, totaling \$142,928.15. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND:
Warrant Numbers 59630 through 59705, totaling \$142,928.15

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
59630	BAY CITY SUPPLY	10/15/2015	74.35
59631	Boutilier, Janet Klockers	10/15/2015	23.00
59632	BrainPOP LLC	10/15/2015	160.00
59633	BUTLER, ROBERTA L	10/15/2015	4,575.00
59634	CENTRUM	10/15/2015	300.00
59635	CITY OF PT TOWNSEND	10/15/2015	6,633.69
59636	COSTCO	10/15/2015	60.58
59637	CURRICULUM ASSOCIATES	10/15/2015	426.06
59638	DAIRY FRESH FARMS INC	10/15/2015	1,885.09
59639	DEPARTMENT OF LICENSING	10/15/2015	143.00
59640	DHARMA RIDGE FARM	10/15/2015	606.50
59641	DIGITAL INSURANCE INC	10/15/2015	500.00
59642	DM DISPOSAL CO INC	10/15/2015	4,839.34
59643	Dow, Julianne Michelle	10/15/2015	55.20
59644	ECOLAB	10/15/2015	605.75
59645	Falge, Lysa Marie	10/15/2015	36.23
59646	FOLLETT SCHOOL SOLUTIONS INC	10/15/2015	972.63
59647	FOOD CO-OP	10/15/2015	118.14
59648	FOOD SERVICES OF AMERICA	10/15/2015	10,220.32
59649	Fox, Allen E	10/15/2015	39.00
59650	FREESTYLE PHOTOGRAPHIC SUPPLIE	10/15/2015	119.81
59651	GREENTREE COMMUNICATIONS	10/15/2015	94.57
59652	Hageman, Brandi R	10/15/2015	98.27
59653	HAL LEONARD CORP	10/15/2015	195.00
59654	HANDWRITING WITHOUT TEARS	10/15/2015	3,342.11
59655	HANKINSON, JANELLE	10/15/2015	3,671.25
59656	Hanson Electric	10/15/2015	5,783.21
59657	Haveron, Steve J	10/15/2015	377.06
59658	HENERY HARDWARE	10/15/2015	798.62
59659	IXL LEARNING INC	10/15/2015	2,325.00
59660	JAMESTOWN NETWORKS	10/15/2015	2,256.30
59661	Janssen, Teresa R	10/15/2015	49.00
59662	JIVE COMMUNICATIONS, INC.	10/15/2015	5,582.01

Check Nbr	Vendor Name	Check Date	Check Amount
59663	Kane, Patrick J	10/15/2015	35.65
59664	Khile, Amy Jo	10/15/2015	64.40
59665	KING COUNTY DIRECTORS	10/15/2015	845.92
59666	LANCE, PHILIPPA	10/15/2015	6,240.00
59667	Larsen, Stacey C	10/15/2015	44.64
59668	LEADER	10/15/2015	83.00
59669	MASCO PETROLEUM	10/15/2015	2,714.69
59670	MILLER, KATE	10/15/2015	496.60
59671	Montgomery, Kimberly B	10/15/2015	250.27
59672	MUSIC & ARTS CENTER	10/15/2015	995.17
59673	NATIONAL GEOGRAPHIC LEARNING	10/15/2015	396.00
59674	OLYMPIC SPRINGS	10/15/2015	27.02
59675	ONE CALL NOW	10/15/2015	1,198.84
59676	OSPI	10/15/2015	918.87
59677	PACIFIC OFFICE EQUIPMENT	10/15/2015	2,833.87
59678	PANE D/AMORE	10/15/2015	86.00
59679	PENINSULA COLLEGE	10/15/2015	486.00
59680	PLATT	10/15/2015	288.21
59681	Polley, Lois J	10/15/2015	650.00
59682	RED DOG FARM	10/15/2015	713.60
59683	SAFEWAY	10/15/2015	285.40
59684	SCHOLASTIC INC	10/15/2015	212.52
59685	SCHOOL DUDE.COM	10/15/2015	5,855.78
59686	SEATTLE TIMES	10/15/2015	363.48
59687	SHRED-IT US JV LLC	10/15/2015	86.11
59688	SOS PRINTING	10/15/2015	409.84
59689	SOUND DISCIPLINE	10/15/2015	1,000.00
59690	Sturdivant, Nichole R	10/15/2015	817.50
59691	SUPPLYWORKS	10/15/2015	589.05
59692	Taylor, Brad James	10/15/2015	122.47
59693	TIGER DIRECT INC	10/15/2015	573.70
59694	TOLEDO PE SUPPLY	10/15/2015	170.91
59695	Turay, Lisa	10/15/2015	2,670.00
59696	Twitchell, Tracie	10/15/2015	12.00
59697	UPS STORE	10/15/2015	14.35
59698	Urner Wennstrom, Elizabeth	10/15/2015	400.00
59699	WASH SCHOOLS RISK MGMT POOL	10/15/2015	48,768.00
59700	WASH STATE FERRIES	10/15/2015	358.65
59701	Watson, Kelley	10/15/2015	421.35
59702	Wentzel, Joy Gribko	10/15/2015	52.46
59703	WIANT PRODUCTIONS	10/15/2015	430.00
59704	Wilson, Mary Alison	10/15/2015	129.84
59705	WIRELESS VENTURES LLC	10/15/2015	2,849.90

76 Computer Check(s) For a Total of

142,928.15

2015-16

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 26, 2015, the board, by a _____ vote, approves payments, totaling \$3,293.47. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASSOCIATED STUDENT BODY:
Warrant Numbers 10183 through 10192, totaling \$3,293.47

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
10183	AWSP	09/30/2015	140.00
10184	BANK OF AMERICA VISA	09/30/2015	1,695.41
10185	Boutilier, Janet Klockers	09/30/2015	32.70
10186	CAPITAL HIGH SCHOOL	09/30/2015	125.00
10187	GRAD NIGHT 2016	09/30/2015	824.10
10188	SAFEWAY	09/30/2015	46.40
10189	Smith, Bethany Anne	09/30/2015	65.00
10190	TERRY'S LOCK & SAFE INC	09/30/2015	106.82
10191	THE SPORT HAUS	09/30/2015	163.04
10192	WOHLHAUPTER, ZOBECK	09/30/2015	95.00

10 Computer Check(s) For a Total of 3,293.47

2015-16

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of October 26, 2015, the board, by a _____ vote, approves payments, totaling \$65,990.65. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND:
Warrant Numbers 59579 through 59629, totaling \$65,990.65

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
59579	BANK OF AMERICA VISA	09/30/2015	8,442.73
59580	BIO-RAD LABORATORIES	09/30/2015	620.22
59581	CANON FINANCIAL SERVICES INC	09/30/2015	207.07
59582	CENEX FLEETCARD	09/30/2015	736.01
59583	CENTURYLINK	09/30/2015	619.80
59584	Colton, Mary K	09/30/2015	49.86
59585	CREATIVE NOTEBOOK SOLUTIONS	09/30/2015	384.75
59586	Engle, David S	09/30/2015	332.25
59587	FOOD CO-OP	09/30/2015	150.78
59588	HANKINSON, JANELLE	09/30/2015	4,125.00
59589	HEALTH CARE AUTHORITY	09/30/2015	41.94
59590	HENDRICKSON ASSOCIATES LLC	09/30/2015	225.63
59591	HI-TECH SECURITY INC	09/30/2015	239.80
59592	IMPRINT BOOKSTORE	09/30/2015	2,442.69
59593	Janssen, Lukas H	09/30/2015	840.00
59594	JEFF CO DEPT OF PUBLIC WORKS	09/30/2015	293.08
59595	KARSCHNEY CONSULTING	09/30/2015	3,900.00
59596	KING COUNTY DIRECTORS	09/30/2015	5,772.41
59597	KROGER - QFC CUSTOMER CHARGES	09/30/2015	201.88
59598	Kruse, Jennifer Kathleen	09/30/2015	319.92
59599	Lowrie, Vickie Clarice	09/30/2015	63.33
59600	MAGAZINES.COM	09/30/2015	467.60
59601	Manning, Jennifer Dawn	09/30/2015	554.70
59602	MAYER-JOHNSON LLC	09/30/2015	1,435.05
59603	MCGRAW-HILL SCHOOL EDUCATION	09/30/2015	2,289.00
59604	McMahon, Ann	09/30/2015	1,280.00
59605	MILLER, KATE	09/30/2015	401.40
59606	Montgomery, Kimberly B	09/30/2015	23.00
59607	OFFICE DEPOT	09/30/2015	432.79
59608	OLYMPIC PRINTER RESOURCES INC	09/30/2015	128.62
59609	OLYMPIC PENINSULA CONSULTANTS	09/30/2015	325.00
59610	OLYMPIC EQUIPMENT RENTALS	09/30/2015	37.01
59611	PEARSON EDUCATION	09/30/2015	2,725.70

Check Nbr	Vendor Name	Check Date	Check Amount
59612	PLATT	09/30/2015	537.72
59613	POSTAGE BY PHONE RESERVE ACCOU	09/30/2015	1,025.00
59614	PUBLIC UTILITY DISTRICT	09/30/2015	10,382.65
59615	ROSE THEATRE	09/30/2015	450.00
59616	SAFEWAY	09/30/2015	143.74
59617	SCHOLASTIC BOOK CLUBS INC	09/30/2015	297.26
59618	Stankus, Jennifer K	09/30/2015	117.30
59619	STARBOARD TECH	09/30/2015	261.60
59620	SUPPLYWORKS	09/30/2015	5,009.30
59621	Taylor, Brad James	09/30/2015	29.32
59622	The DBQ Project	09/30/2015	819.00
59623	TIGER DIRECT INC	09/30/2015	2,780.90
59624	Turay, Lisa	09/30/2015	2,520.00
59625	VALLEY ATHLETICS	09/30/2015	756.46
59626	WALTER E NELSON CO	09/30/2015	286.45
59627	Watson, Kelley	09/30/2015	196.30
59628	WESTBAY AUTO PARTS	09/30/2015	18.63
59629	WSPA	09/30/2015	250.00
51	Computer	Check(s) For a Total of	65,990.65

PORT TOWNSEND SCHOOL DISTRICT NO. 50

Payroll for the month of September, 2015

We, the undersigned, do hereby certify that the foregoing payroll is just, true and correct; that the persons whose names appear hereon actually performed services as stated for the time shown, and that the amounts are actually due and unpaid,

Clerk of District

Approved gross in the sum of	\$ <u>656,353.92</u>	Employee Gross
	<u>268,495.99</u>	Employer Contribution
	_____	Payroll Adjustment*
	<u>924,849.91</u>	Total Distribution

DIRECTORS:

*Provision is made for the adjusting of employee and employer benefits as necessary.

DONATION TO PORT TOWNSEND SCHOOL DISTRICT

The Port Townsend Public Library Foundation ("Foundation") donates to the Port Townsend School District ("PTSD") the books and other items on the attached list (the "Donated Property").

The Foundation and the PTSD have reviewed the proposed donation. The Foundation irrevocably transfers all rights, title, and interest in the Donated Property from the Foundation to the PTSD. The Foundation also assigns to the PTSD any rights it may have in warranties associated with the Donated Property. The donation is without any future obligation on the part of the Foundation or the PTSD.

As evidenced by the signature of the PTSD representative below, the PTSD accepts the Donation.

The Port Townsend Public Library Foundation

By: *A. P. Hansen*

Title: TREASURER

Date: 10/17, 2015

Port Townsend School District

David Engle
David Engle, Superintendent

Date: 10/12, 2015

This spreadsheet contains purchases with Paul Allen Grant funds that were made specifically for Port Townsend School District.

PAUL ALLEN GRANT EXPENDITURES: For Port Townsend School District

Invoice Order Date	Invoice / Order Number	Vendor	Category	Description	Location	Check Number	Amount Spent
01/27/14	13-A2048	Springshare	Collections	Library Guides	All Schools	1135	1,499.00
12/11/14	14-R4253	Springshare	Collections	Library Guides	All Schools	1273	1,499.00
05/08/14	13537	Promevo	Electronics; Elec support &/or storage	Chromebook mgmt license: *Note 11	All Schools	1245	7,920.00
10/28/14	—	Dept. of Rev. (Promevo)	Electronics; Elec support &/or storage	Sales Tax	All Schools	1246	712.80
Subtotal: All Schools:							11,630.80
01/13/14	2028960631	Baker & Taylor BH	Collections	Books	Blue Heron	1132	20.56
01/13/14	4010756606	Baker & Taylor BH	Collections	Books	Blue Heron	1132	348.15
02/06/14	4010781943	Baker & Taylor BH	Collections	Books	Blue Heron	1144	519.52
03/18/14	4010821151	Baker & Taylor BH	Collections	Books	Blue Heron	1153	83.62
05/16/14	2029398235	Baker & Taylor BH	Collections	Books	Blue Heron	1153	20.43
05/19/14	4010882626	Baker & Taylor BH	Collections	Books	Blue Heron	1153	260.39
02/12/14	365402-2	Follett BH	Collections	Books	Blue Heron	1139	1,423.83
02/24/14	365398F-1	Follett BH	Collections	Books	Blue Heron	1139	142.77
03/11/14	365402F-1	Follett BH	Collections	Books	Blue Heron	1152	277.54
01/12/15	583077-6	Follett BH	Collections	Books	Blue Heron	1281	949.02
02/11/15	583077F-5	Follett BH	Collections	Books	Blue Heron	1286	644.99
02/26/15	609995-0	Follett BH	Collections	Books	Blue Heron	1287	678.00
03/13/15	609995F-6	Follett BH	Collections	Books	Blue Heron	1295	462.88
09/15/14	1190064585	Lego Education BH	Electronics; Elec support &/or storage	Robotics kit: *Note 12:	Blue Heron	1258	87.47
09/16/14	1190064586	Lego Education BH	Electronics; Elec support &/or storage	Robotics kit, software, & license: *Note 13	Blue Heron	1258	576.02
Subtotal: Blue Heron:							6,495.19
01/10/14	2028959515	Baker & Taylor GS	Collections	Books	Grant St	1132	91.70
01/13/14	4010756539	Baker & Taylor GS	Collections	Books	Grant St	1132	526.72
02/20/14	4010795612	Baker & Taylor GS	Collections	Books	Grant St	1144	99.28
12/01/14	4011066319	Baker & Taylor GS	Collections	Books	Grant St	1267	498.38
05/15/14	426623F-4	Follett GS	Collections	Books	Grant St	1198	733.96
10/30/14	522107F-0	Follett GS	Collections	Books	Grant St	1252	220.16
11/17/14	551574F-5	Follett GS	Collections	Books	Grant St	1264	276.61
01/12/15	583031-2	Follett GS	Collections	Books	Grant St	1280	610.89
01/12/15	583042-4	Follett GS	Collections	Books	Grant St	1280	457.45
01/28/15	583042F-3	Follett GS	Collections	Books	Grant St	1283	391.53
02/10/15	607566-5	Follett GS	Collections	Books	Grant St	1285	481.14
02/26/15	583031F-1	Follett GS	Collections	Books	Grant St	1292	468.45
Subtotal: Grant Street:							4,856.27
01/13/14	2028959556	Baker & Taylor HS	Collections	Books	High School	1132	464.23
01/13/14	4010756556	Baker & Taylor HS	Collections	Books	High School	1132	2,600.19
01/24/14	4010768013	Baker & Taylor HS	Collections	Books	High School	1134	165.12
02/06/14	4010780539	Baker & Taylor HS	Collections	Books	High School	1144	1,136.50
03/17/14	4010818994	Baker & Taylor HS	Collections	Books	High School	1153	216.70
05/19/14	4010882627	Baker & Taylor HS	Collections	Books	High School	1153	202.24
02/14/14	365217-4	Follett HS	Collections	Books	High School	1139	608.12
03/03/14	365217F-3	Follett HS	Collections	Books	High School	1152	157.19
05/20/14	433507-2	Follett HS	Collections	Books	High School	1198	1,909.55
08/26/14	433507F-1	Follett HS	Collections	Books	High School	1229	55.90
10/14/14	516382F-6	Follett HS	Collections	Books	High School	1248	346.98
11/12/14	549970-6	Follett HS	Collections	Books	High School	1257	341.63
11/17/14	549963F-2	Follett HS	Collections	Books	High School	1265	75.54
11/20/14	549978F-3	Follett HS	Collections	Books	High School	1265	6.53

PAUL ALLEN GRANT EXPENDITURES: For Port Townsend School District

Invoice Order Date	Invoice / Order Number	Vendor	Category	Description	Location	Check Number	Amount Spent
11/20/14	549965-6	Follett HS	Collections	Books	High School	1263	455.67
11/24/14	549965F-5	Follett HS	Collections	Books	High School	1263	109.13
12/17/14	549970F-5	Follett HS	Collections	Books	High School	1272	189.04
01/12/15	583055-2	Follett HS	Collections	Books	High School	1279	1,023.94
01/12/15	583065-6	Follett HS	Collections	Books	High School	1279	1,210.91
01/13/15	583062-5	Follett HS	Collections	Books	High School	1281	613.75
01/26/15	583048F revised	Follett HS	Collections	Books	High School	1283	292.93
02/10/15	583062-F	Follett HS	Collections	Books	High School	1285	247.20
02/12/15	583065F-5	Follett HS	Collections	Books	High School	1286	639.38
02/13/15	583055F-1	Follett HS	Collections	Books	High School	1287	1,267.31
05/22/14	H-0021730	OverDrive HS	Collections	e-books: *Note 2	High School	1199	3,000.00
Subtotal: High School Collections							17,335.68
08/05/14	557140	Adafruit PTL / HS Dept.of Revenue (Adafruit)	Electronics; Elec support &/or storage	Robotics kit: *Note 6	High School / PT Library	1217*	419.80
11/10/14	—		Electronics; Elec support &/or storage	Sales Tax	High School / PT Library	1253*	37.78
*Adafruit pu Subtotal: High School Electronics							457.58

Note #	INVOICE	DESCRIPTION
1	Lakeshore 1-29-14	4 Single student CD RD-ALNG sets ; storage box; 2 Single student RD-ALNG Libraries); Portable CD player; headphone set; Anyplace, Anytime Mobil Listening Center
2	Overdrive 5-22-14	School Download Library Annual Collection Credit. Deposit on account for future content purposes For the 12-month period starting at Go-Live.
3	Apple Store 7-17-14	MacBook Air 11-inch: 128GB; Processor: 1.4 GHz Intel Dual Core i5, Turbo Boost up to 2.7 GHz; Memory: 4G 1600MHZ LODDR3 SDRAM; Flash storage: 128GB Apple iPad Learning Lab (with 10 iPad with Retina display de, BKN2LL/A); Apple iPad with Retina display Wi-Fi 16GB - Black (10 pack) MD892LL/A; Bretford Power Sync Cart 20 for iPad and iPad mini -Lightning connector HE407LL/A
4	Amazon 7-18-14	10 x OtterBox Defender Series Case with Screen Protector & Stand for iPad -4th Generation, iPad 2 & 3
5	Amazon 7-18-14	10-pack Lightweight Headphones with XBS – Panasonic (RP-HT21)
6	Adafruit 8-5-14	8 Raspberry Pi Model B Starter Packs - includes a Raspberry Pi (Raspberry Pi is a credit card sized computer)
7	Lego 8-11-14	45800 2014 FLL Set V46 (2014 FLL is short for First LEGO League Challenge - 2014)
8	Lego 8-11-14	5003400 EV3 Core Set w/ charger V46 (2); 8887 Transformer 10V DC V37 (2); 45544 LME EV3 Core Set V46 (2) 5003422 WeDo Software and Teacher V46; 2000094 LEGO® WeDo Site Lic. V46; 2000097 LEGO WeDo Software V121; 5003261 WeDo Teacher's Guide V46; 5003825 EV3 Software Lic. V46; 2000046 LME EV3 Software License V39; 5003325 EV3 Software – Site License in. V46
9	Lego 8-12-14	5003463 FLL 2014 EV3 Robot Set V46; 8887 Transformer 10V DC V37; LEGO® Mindstorms Education Core Set 45544 LME EV3 Core Set V46; 45560 LME EV3 Expansion Set V46; 2000045 LME EV3 Software Single License V39; 5003324 EV3 Software - Single License V46
10	Amazon 9-30-14	4 x Stanley 10 Removable Bin Compartment Deep Professional Organizer; 2 x Stanley STST14021 Sort Master Light Organizer
11	Promevo 5-8-14	CROS-BK-S303 WIFI NADN Hardware must be purahsed with ChromOS Management Console and Support; CROS-SW-DN-EDU (ChromOS Management Service only for EDU, perpetual license term: 36 month support term) Service Domain: ptschools.org
12	Lego 9-15-14	45800 2014 FLL Set V46 (2014 FLL is short for First LEGO League Challenge - 2014)
13	Lego 9-16-14	5003463 FLL 2014 EV3 Robot Set V46; 8887 Transformer 10V DC V37; LEGO® Mindstorms Education Core Set 45544 LME EV3 Core Set V46; 45560 LME EV3 Expansion Set V46; 2000045 LME EV3 Software Single License V39; 5003324 EV3 Software - Single License V46
14	PT School District	Invoice dated 9-15-14 received March 2015. Reimbursement for 6-19-14 training.
15	Baker & Taylor	\$29.96 balance of Baker and Taylor #2030682357 (5-26-2015) paid with check #1307 from Foundation unrestricted funds. \$17.77 paid for back-order(?) Baker and Taylor #4011260091 (6-09-2015) for City Library; check #1310 from Foundation unrestricted funds.

PORT TOWNSEND SCHOOL DISTRICT

"Discover the Power of Learning"

Superintendent

David Engle
360 / 379-4501
FAX: 360 / 385-3617
www.ptschools.org

1610 Blaine Street
Port Townsend, Washington 98368

Board of Directors

Keith White
Connie Welch
Pam Daly
Nathanael O'Hara
Jennifer James-Wilson

October 19, 2015

Dr. Engle:
School Board:

Transportation Department would like to surplus bus 12875. It is a 1990 Thomas bus that we no longer use.

Thank you,
Diana Post, Temporary Supervisor



An Equal Opportunity/Affirmative Action Employer

For Immediate Release:

NEW Friday Salon Lecture Series connects student with local leaders

Contact: Chris Pierson, 774-2700, Katherine Baril, 774-0741

In keeping with an emphasis on place based education, the Port Townsend High School Friday Salon will continue its inaugural season with Dr. Peter Rhines's talk: *Narratives of Land, Water, and Climate Change: How We Talk About Global Warming*. Dr. Rhines, an internationally recognized researcher in climate change, will be hosted by the students on October 30 at 1:40PM at the High School Auditorium. Rhines, and Judy Twedt, a graduate student in climate studies at UW Atmospheric Sciences Department, will kick off the conversation of "How we Talk About Global Warming." Dr. Rhines lives in Port Townsend and holds his Ph.D. (Cambridge Univ., UK), a joint appointment as Professor in the Oceanography and Atmospheric Sciences departments at the University of Washington and is a member of the National Academy of Sciences, and Fellow of the American Academy of Arts and Sciences, American Geophysical Union and the American Meteorological Society

On September 25th, Beau Bridges and Robert Horton, in partnership with The Port Townsend Film Festival, introduced the new series. 30 community members attended the Friday Salon, along with 150 students. "We're hopeful to get upwards of 50 community members at the next one," said Ben Dow who, along with Chris Pierson, Brandi Hageman, and community member Katherine Baril developed the idea of the series for PTHS.

The Friday Salons are free community conversations with provocative, cutting edge issues in science, technology, arts and community culture. The Friday Salons hosted by the Port Townsend seniors and juniors will feature a different speaker on the last Friday of each month during the entire school year. The goal is to offer opportunities for a TED.com stimulating presentation that will enrich the intellectual life of the school and the community as well as building master-apprentice and senior project mentorships and internships.

Following Dr. Rhines's October 30th Community dialogue, the series will continue with the following:

December 11th: Dr. Arthur Fine: "The Narrative of Science in the 21st Century"

January 22: Honorable Judge William Downing: The Role of Media, Language, and Poetry in the Courtroom

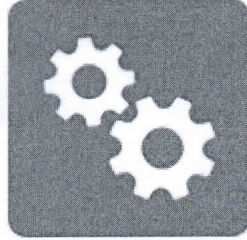
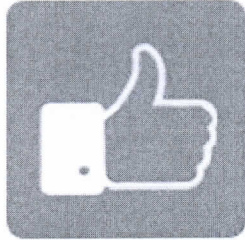
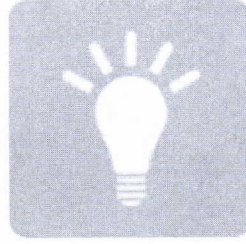
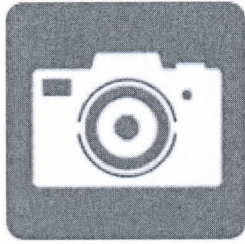
February 26: Dahr Jamail: former Al Jazeera Media Journalist: When the Media Lies: Finding the Truth Amid Frantic Discourse

March 18: Eileen Quigley: Climate Solutions - The Path to a Clean Energy Future

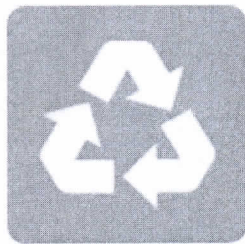
May 24: Senior Symposium AM Keynote: Janette Force, Executive Director, Port Townsend Film Festival
Lunchtime, Serving a Better Table: Arran Stark

The idea for the Salons stemmed from the senior presentations last May 19 when over fifty community members were invited to listen to Senior Presentations. This spawned the idea of the Friday Salons designed to engage the students and community, earlier in the year, to build relationships, identify projects and internships and encourage the students to engage the community with their passions and talents. The idea of the salons is not to have a stand alone lectures, but to create an ecosystem of expertise and one on one relationships students. The interactive and engagement part will encourage "soft skill" development such as critical thinking, conversation, curiosity and networking with mentors in the community. "What we are hoping to see is an amazing increase in the networking and relationship with the community", said Faculty advisor, Chris Pierson. The Friday Salons will also support the Seniors as they develop ideas for their senior presentations and career plans.

All the Friday Salons are free and open to the public. Community members are encouraged to attend and also to sign up for pairing with students via Skillmation, a new searchable data base that links student interests with community expertise. Anyone who wants to sign up to participate can go to web site at <http://skillmation.com>. Updates and more information on the Friday Salons is available at the Facebook site, *Friday Salons-Friday Talks in PT*



1:45 - 2:50 IN THE
AUDITORIUM



PTHS PRESENTS

FRIDAY SALONS

a community lecture series featuring
experts in science and culture

9/25: Beau Bridges, Robert Horton - Storytelling,
Filmmaking, and Cultural Identity

10/30: Dr. Peter Rhines - Narratives of Land, Water, and
Climate Change: How We Talk About Global Warming

12/1: Dr. Arthur Fine - The Narrative of Science in the
21st Century

1/22: Judge William Downing - The Role of Media,
Language, and Poetry in the Courtroom



EMPIRE MOCK TRIAL
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School	Coach 1 Name	Coach 2 Name	Coach Email
Barker College (AUS)	Rebecca Mountain	Ann Wilson	rebecca_mountain@barker.nsw.edu.au, ann_wilson@barker.nsw.edu.au
Bishop Lynch High School (TX)	Beth Storm	Michael Shore	beth.storm@bishoplynch.org, michaelwshore@yahoo.com
Bishop O'Dowd High School (CA)	Bonnie Sussman	Anne Bookin	bsussman@bishopdowd.org, bookin@pacbell.net
Capital Mock Trial (CA)	Kyle & Karla Memmott	Sarah Rutledge	karlaworrell@comcast.net, capitalspeechanddebate@comcast.com
Carmel High School (CA)	William Schrier	Leigh Cambra	billschrier@mac.com, lcambra@carmelunified.org
Hoover High School (AL)	Joseph Hutchings	Wes Cable	jhutchings@hoover.k12.al.us, wcable@hoover.k12.al.us
Lowell High School (CA)	Lisa Hathaway	Michael Ungar	lisa.hathaway@shearman.com, mckeithungar@gmail.com
Mount St Mary's Catholic High School (UK)	Dominique Evans-Woollett	Iain Hinchley	d.evans@mountstmarys.org, i.hinchley@mountstmarys.org
Nuvview Bridge Early College High School (CA)	Jason Fowler	Joshua Naggar	jfowler@nuview.k12.ca.us, joshuanaggar@gmail.com
Oaks Christian School (CA)	Laura Mason		lmason@oakschristian.org
Port Townsend High School (WA)	Chris Pierson	Hon. Jill Landes Landes	chrspierson7@gmail.com, jlandes@co.jefferson.wa.us
Rosie Sorrells School of Education and Social Services (TX)	Jamie Polk	Bertric Armstrong	japolk@dallasisd.org, aisceo@aol.com



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San Gabriel Mock Trial Foundation (CA)	George Carney	Jason Tran	biggrc1@gmail.com, jason.tran@doj.ca.gov
Sandy High School (OR)	Chris Meyers	Wade Lockett	chris.meyers@ortrail.k12.or.us, wade.lockett@ortrail.k12.or.us
South Korea 1	Dan Meadors		meadorslaw@gmail.com
South Korea 2	Dan Meadors		meadorslaw@gmail.com
St. Agnes Academy (TX)	Rodney Miles	Kim Scoville	rodney.miles@st-agnes.org, kim.scoville@st-agnes.org
St. Paul's Convent School (HK)	Karen Lau	Meena Agnani	spcsklau@gmail.com, meena.agnani@gmail.com
St. Paul's Episcopal School (AL)	William Hester		whester7@gmail.com
University High School (AZ)	Susan Shetter	Janice Wezelman	Susan.shetter@tucsonaz.gov, jwezelman@hmpmlaw.com
University of Toronto Schools (CAN)	Reg Hawes	Susie Choi	rhawes@utschools.ca, schoi@utschools.ca
Wando High School (SC)	Michael Beaudry	Sally Wallace	michael_beaudry@charleston.k12.sc.us, sally_wallace@charleston.k12.sc.us
William Mason High School (OH)	Michael Kan	Danielle Lyons	michael.s.kan@gmail.com, mocktrialmason@gmail.com
Xavier College Prep (AZ)	Dani Richter	John Cosden	rrichter@xcp.org, johncosden@xcp.org

PORT TOWNSEND SCHOOL DISTRICT NO 50
CALENDAR OF EVENTS
October 26, 2015 – November 23, 2015

October 26	Regular Board Meeting, 6:00 pm
October 27	Blue Heron Individual Picture Re-takes Policy Review Committee, 3:30 pm (Jennifer, Pam)
October 28	Facilities Committee, 3:30 pm (Nathanael, Jennifer)
October 29	Blue Heron Vision/Hearing Re-screening
October 30	High School Friday Salon, 2 pm
November 4	2-hr. Early Release, all schools Facilities Committee, 3:30 pm (Nathanael, Jennifer)
November 5	Tech Committee, 3:30 pm
November 8	Daylight Savings Time Ends
November 9	Work/Study Board Meeting, 6:00 pm
November 10	Election Day Policy Review Committee, 3:30 pm (Jennifer)
November 11	Veterans' Day, No School
November 12	HS Winter Sports Athletes/Parent Meeting, 6:00 pm
November 16-20	GS, BH Parent/Teacher Conferences, 3-hr. Early Release (except Nov 18, 2/hr. Early Release)
November 18	2-hr. Early Release, all schools
November 19	GS, BH, HS Parent/Teacher Conferences, 3-hr. Early Release all schools Tech Committee, 3:30 pm
November 20	3-hr. Early Release, all schools
November 16-20	GS, BH Book Fair
November 23	Regular Board Meeting, 6:00 pm

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of August, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	3,250,537	18,991.22	3,292,285.08		41,748.08-	101.28
2000 LOCAL SUPPORT NONTAX	515,455	122,271.90	507,131.19		8,323.81	98.39
3000 STATE, GENERAL PURPOSE	6,537,785	663,629.21	6,443,568.41		94,216.59	98.56
4000 STATE, SPECIAL PURPOSE	2,052,928	256,870.94	1,968,566.13		84,361.87	95.89
5000 FEDERAL, GENERAL PURPOSE	0	.00	183,734.46		183,734.46-	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,278,499	291,223.21	1,142,997.86		135,501.14	89.40
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	5,500	3,404.86	3,404.86		2,095.14	61.91
9000 OTHER FINANCING SOURCES	279,016	4,845.32	278,227.80		788.20	99.72
<u>Total REVENUES/OTHER FIN. SOURCES</u>	13,919,720	1,361,236.66	13,819,915.79		99,804.21	99.28
<u>B. EXPENDITURES</u>						
00 Regular Instruction	6,516,148	497,961.76	6,531,283.95	0.00	15,135.95-	100.23
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	2,264,307	154,439.31	2,449,516.72	0.00	185,209.72-	108.18
30 Voc. Ed Instruction	462,023	28,401.67	460,861.39	0.00	1,161.61	99.75
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	868,846	90,531.90	795,685.59	0.00	73,160.41	91.58
70 Other Instructional Pgms	644,673	22,584.29	295,811.14	0.00	348,861.86	45.89
80 Community Services	5,879	1,631.75	12,019.36	0.00	6,140.36-	204.45
90 Support Services	3,193,844	256,759.74	3,174,528.30	0.00	19,315.70	99.40
<u>Total EXPENDITURES</u>	13,955,720	1,052,310.42	13,719,706.45	0.00	236,013.55	98.31
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u> <u>OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)</u>	36,000-	308,926.24	100,209.34		136,209.34	378.36-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	444,000		417,739.44			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	408,000		517,948.78			

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of August, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	1,168,739	7,874.99	1,177,901.43		9,162.43-	100.78
2000 Local Support Nontax	365,376	9,654.23	77,609.82		287,766.18	21.24
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	1,534,115	17,529.22	1,255,511.25		278,603.75	81.84
B. EXPENDITURES						
10 Sites	200,000	23,988.18	81,940.61	0.00	118,059.39	40.97
20 Buildings	1,198,500	6,354.19	188,543.16	4,541.36	1,005,415.48	16.11
30 Equipment	0	.00	32,114.36	582.40	32,696.76-	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	1,398,500	30,342.37	302,598.13	5,123.76	1,090,778.11	22.00
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	338,739	4,845.32	337,950.60			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)</u>	203,124-	17,658.47-	614,962.52		818,086.52	402.75-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	304,060		588,228.84			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	100,936		1,203,191.36			

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of August, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	1.12	3,268.56		3,268.56-	0.00
2000 Local Support Nontax	100	14.38	145.31		45.31-	145.31
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	59,723	.60	59,722.80		.20	100.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	59,823	16.10	63,136.67		3,313.67-	105.54
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	46,800	.00	46,800.00	0.00	.00	100.00
Interest On Bonds	12,923	25.00	12,947.80	0.00	24.80-	100.19
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	1,000	.00	116.91	0.00	883.09	11.69
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	60,723	25.00	59,864.71	0.00	858.29	98.59
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXPENDITURES (A-B-C-D)</u>						
	900-	8.90-	3,271.96		4,171.96	463.55-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	118,000		119,825.30			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	117,100		123,097.26			
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	117,100		123,097.26			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	117,100		123,097.26			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of August, 2015

<u>A. REVENUES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 General Student Body	166,250	5,957.34	35,912.17		130,337.83	21.60
2000 Athletics	45,500	17,478.20	48,382.59		2,882.59-	106.34
3000 Classes	14,800	.00	16,444.15		1,644.15-	111.11
4000 Clubs	132,950	14,722.26	142,796.25		9,846.25-	107.41
6000 Private Moneys	12,200	20.00-	17,796.33		5,596.33-	145.87
<u>Total REVENUES</u>	371,700	38,137.80	261,331.49		110,368.51	70.31
<u>B. EXPENDITURES</u>						
1000 General Student Body	95,937	794.37	7,868.28	0.00	88,068.72	8.20
2000 Athletics	83,427	6,520.44	96,220.40	0.00	12,793.40-	115.33
3000 Classes	32,460	2,152.33	20,397.45	0.00	12,062.55	62.84
4000 Clubs	154,463	25,316.72	150,085.08	0.00	4,377.92	97.17
6000 Private Moneys	23,681	.00	18,168.03	0.00	5,512.97	76.72
<u>Total EXPENDITURES</u>	389,968	34,783.86	292,739.24	0.00	97,228.76	75.07
<u>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</u>	18,268-	3,353.94	31,407.75-		13,139.75-	71.93
<u>D. TOTAL BEGINNING FUND BALANCE</u>	212,713		351,904.05			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</u>	194,445		320,496.30			
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	194,445		320,496.30			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	194,445		320,496.30			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of August, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	100	10.58	125.34		25.34-	125.34
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	85,255	93,022.71	93,022.71		7,767.71-	109.11
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	85,355	93,033.29	93,148.05		7,793.05-	109.13
<u>B. 9900 TRANSFERS IN FROM GF</u>						
B. 9900 TRANSFERS IN FROM GF	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	85,355	93,033.29	93,148.05		7,793.05-	109.13
<u>D. EXPENDITURES</u>						
Type 30 Equipment	173,500	.00	117,948.69	0.00	55,551.31	67.98
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	173,500	.00	117,948.69	0.00	55,551.31	67.98
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	88,145-	93,033.29	24,800.64-		63,344.36	71.86-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	90,200		208,516.56			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	2,055		183,715.92			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	2,055		183,715.92			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	2,055		183,715.92			

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of September, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	3,380,073	63,264.14	63,264.14		3,316,808.86	1.87
2000 LOCAL SUPPORT NONTAX	350,550	5,712.39	5,712.39		344,837.61	1.63
3000 STATE, GENERAL PURPOSE	7,471,488	672,178.68	672,178.68		6,799,309.32	9.00
4000 STATE, SPECIAL PURPOSE	2,159,051	171,660.51	171,660.51		1,987,390.49	7.95
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,226,938	.00	.00		1,226,938.00	0.00
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
9000 OTHER FINANCING SOURCES	279,016	.00	.00		279,016.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>14,867,116</u>	<u>912,815.72</u>	<u>912,815.72</u>		<u>13,954,300.28</u>	<u>6.14</u>
<u>B. EXPENDITURES</u>						
00 Regular Instruction	6,947,901	561,439.87	561,439.87	5,622,525.98	763,934.70	89.00
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	2,489,793	213,292.59	213,292.59	2,274,740.71	1,759.29	99.93
30 Voc. Ed Instruction	338,495	25,314.20	25,314.20	269,634.86	43,545.69	87.14
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	790,260	52,401.88	52,401.88	492,907.60	244,950.15	69.00
70 Other Instructional Pgms	864,118	13,500.57	13,500.57	107,174.14	743,443.28	13.97
80 Community Services	10,702	371.14	371.14	4,130.71	6,200.58	42.06
90 Support Services	3,274,172	197,595.86	197,595.86	2,483,568.25	593,007.54	81.89
<u>Total EXPENDITURES</u>	<u>14,715,440</u>	<u>1,063,916.11</u>	<u>1,063,916.11</u>	<u>11,254,682.25</u>	<u>2,396,841.23</u>	<u>83.71</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXP/OTH FIN USES(A-B-C-D)</u>	<u>151,676</u>	<u>151,100.39-</u>	<u>151,100.39-</u>		<u>302,776.80-</u>	<u>199.62-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>400,782</u>		<u>517,948.78</u>			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	<u>552,458</u>		<u>366,848.39</u>			

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of September, 2015

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	1,185,031	22,286.60	22,286.60		1,162,744.40	1.88
2000 Local Support Nontax	360,500	5,146.44	5,146.44		355,353.56	1.43
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	1,545,531	27,433.04	27,433.04		1,518,097.96	1.77
<u>B. EXPENDITURES</u>						
10 Sites	900,000	.00	.00	0.00	900,000.00	0.00
20 Buildings	300,000	.00	.00	0.00	300,000.00	0.00
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	1,200,000	.00	.00	0.00	1,200,000.00	0.00
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	338,710	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES(A-B-C-D)</u>	6,821	27,433.04	27,433.04		20,612.04	302.19
<u>F. TOTAL BEGINNING FUND BALANCE</u>	1,218,198		1,203,191.36			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	1,225,019		1,230,624.40			
<u>(E+F + OR - G)</u>						

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of September, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	0	15.50	15.50		15.50-	0.00
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	59,694	.00	.00		59,694.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	59,694	15.50	15.50		59,678.50	0.03
B. EXPENDITURES						
Matured Bond Expenditures	48,900	.00	.00	0.00	48,900.00	0.00
Interest On Bonds	10,793	.00	.00	0.00	10,793.48	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	1,000	30.00	30.00	0.00	970.00	3.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	60,693	30.00	30.00	0.00	60,663.48	0.05
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXPENDITURES (A-B-C-D)						
	999-	14.50-	14.50-		984.98	98.55-
F. TOTAL BEGINNING FUND BALANCE						
	123,000		123,097.26			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	122,001		123,082.76			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	122,001		123,082.76			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	122,001		123,082.76			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of September, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	211,832	11,099.35	11,099.35		200,732.65	5.24
2000 Athletics	46,500	5,234.66	5,234.66		41,265.34	11.26
3000 Classes	7,900	5,495.00	5,495.00		2,405.00	69.56
4000 Clubs	121,800	8,813.17	8,813.17		112,986.83	7.24
6000 Private Moneys	6,600	2,812.64	2,812.64		3,787.36	42.62
<u>Total REVENUES</u>	394,632	33,454.82	33,454.82		361,177.18	8.48
B. EXPENDITURES						
1000 General Student Body	182,100	1,418.14	1,418.14	1,076.94	179,604.92	1.37
2000 Athletics	73,900	4,697.31	4,697.31	6,753.91	62,448.78	15.50
3000 Classes	13,200	.00	.00	0.00	13,200.00	0.00
4000 Clubs	129,150	4,988.74	4,988.74	21,972.84	102,188.42	20.88
6000 Private Moneys	6,700	.00	.00	200.00	6,500.00	2.99
<u>Total EXPENDITURES</u>	405,050	11,104.19	11,104.19	30,003.69	363,942.12	10.15
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)						
	10,418-	22,350.63	22,350.63		32,768.63	314.54-
D. TOTAL BEGINNING FUND BALANCE						
	300,000		320,496.30			
E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)						
	XXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE (C+D + OR - E)						
	289,582		342,846.93			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	290,582		342,846.93			
G/L 840 Nonspd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	290,582		342,846.93			
Differences	1,000-		.00			

Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance. An activity for GL 898 will indicate an expected difference.

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of September, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	100	11.78	11.78		88.22	11.78
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	93,023	.00	.00		93,023.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	<u>93,123</u>	<u>11.78</u>	<u>11.78</u>		<u>93,111.22</u>	<u>0.01</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>						
	0	.00	.00		.00	0.00
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>93,123</u>	<u>11.78</u>	<u>11.78</u>		<u>93,111.22</u>	<u>0.01</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	250,000	.00	.00	0.00	250,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>250,000</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>250,000.00</u>	<u>0.00</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>						
	0	.00	.00			
<u>F. OTHER FINANCING USES (GL 535)</u>						
	0	.00	.00			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES(C-D-E-F)</u>	<u>156,877-</u>	<u>11.78</u>	<u>11.78</u>		<u>156,888.78</u>	<u>100.01-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>						
	180,000		183,715.92			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>						
	XXXXXXXX		.00			
<u>J. TOTAL ENDING FUND BALANCE</u>						
<u>(G+H + OR - I)</u>	<u>23,123</u>		<u>183,727.70</u>			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	23,123		183,727.70			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>23,123</u>		<u>183,727.70</u>			

PTSD ENROLLMENT FY 2015-2016
October-2015

Prelim
Revised

10/1/15

	Current Month Totals										Comparison to Prior Month (September)				COMPARE TO BUDGET	
	Bldg - Grant St		ICE/OCEAN - ALE		OPEPO/Other		Headcount	FTE *	Prior Mo	Diff	Prior Mo	Diff	FTE *	Diff	FY16 AAFTE * BUDGET	VARIANCE from Oct Target
	Headcount	FTE	Headcount	FTE	Headcount	FTE										
K - @ .5 FTE	89	89.00	4	2.00	-	-	93	91.00	92	1	89.50	1.50	77.0	14.03		
Grade 1	74	72.04	3	3.00	-	-	77	75.04	77	-	75.04	-	77.0	(1.93)		
Grade 2	88	88.00	4	4.00	-	-	92	92.00	89	3	89.00	3.00	86.0	6.03		
Grade 3	74	74.00	4	4.00	-	-	78	78.00	73	5	73.00	5.00	75.0	3.03		
TOTAL-Elem	325	323.04	15	13.00	-	-	340	336.04	331	9	326.54	9.50	315.0	21.15		
	Bldg - Blue Heron		ICE/OCEAN - ALE		OPEPO/Other											
	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	Diff	Prior Mo	Diff	Headcount	Diff		
Grade 4	67	67.00	3	3.00	11	11.00	81	81.00	82	(1)	82.00	(1.00)	93.0	(12.20)		
Grade 5	93	93.00	8	8.00	10	10.00	111	111.00	111	-	111.00	-	111.0	(0.24)		
Grade 6	75	74.55	5	5.00	-	-	80	79.55	78	2	77.70	1.85	84.0	(4.63)		
Grade 7	76	73.74	5	5.00	-	-	81	78.74	81	-	78.89	(0.15)	85.5	(6.94)		
Grade 8	66	64.34	6	6.00	-	1.38	72	71.72	70	2	70.72	1.00	76.5	(4.94)		
TOTAL-Middle	377	372.63	27	27.00	21	22.38	425	422.01	422	3	420.31	1.70	450.0	(28.96)		
	Bldg - PTHS		ICE/OCEAN - ALE		OTHER											
	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	Diff	Prior Mo	Diff	Headcount	Diff		
Grade 9	77	77.40	5	4.20	-	-	82	81.60	82	-	81.80	(0.20)	83.5	(2.62)		
Grade 10	86	86.00	8	7.20	-	-	94	93.20	95	(1)	94.40	(1.20)	97.5	(5.14)		
Grade 11	95	90.36	11	9.60	-	-	106	99.96	109	(3)	101.36	(1.40)	106.0	(6.95)		
Grade 12	90	82.60	9	6.00	-	-	99	88.60	96	3	88.60	-	92.0	(4.19)		
TOTAL-High	348	336.36	33	27.00	-	-	381	363.36	382	(1)	366.16	(2.80)	379.0	(18.91)		
SUB-TOTAL																
- (w/out Running Start)		1,032.03		67.00		22.38	1,146	1,121.41	1,135	11	1,113.01	8.40	1,144.0	(26.72)		
Running Start -- non-CTE							53	27.40	n/a	n/a	n/a	n/a	24.00			
Running Start -- CTE								2.40	n/a	n/a	n/a	n/a	1.00			
TOTAL FTE including Running Start							1,199	1,151.21	1135	11	1,113.01	8.40	1,169.00			

MANAGEMENT SUPPORT

Bid Requirements

The board of directors of the Port Townsend School District recognizes the importance of:

- maximizing the use of district resources;
- the need for sound business practices in spending public money;
- the requirement of complying with state laws governing purchasing;
- the importance of standardized purchasing regulations; and
- the need for clear documentation in meeting auditing requirements.

~~Whenever the estimated cost of furniture, supplies, equipment or work meets or exceeds the amount specified by law for formal bids, formal bids shall be called for by issuing public notice in at least one (1) newspaper of general circulation once each week for two (2) consecutive weeks. Clear and definite specifications shall be prepared and made available to vendors interested in submitting a bid.~~

~~When the estimated cost of furniture, supplies, equipment or work meets or exceeds the amount specified by law for informal bids, informal bids shall be solicited from responsible vendors or, if a works project, licensed contractors who appear on the District's small works roster.~~

Procurement Using State Funds

Whenever the estimated cost of furniture, supplies or equipment (except books) will cost:

- ***less than \$40,000, no competitive bidding process is required to make the purchase;***
- ***between \$40,000 and \$75,000, the board will follow the informal competitive bidding process by requiring quotes from at least three different sources to be obtained in writing or by telephone and recorded for the public to review;***
- ***over \$75,000, the board will follow the formal competitive bidding process by:***
 - 1. preparing clear and definite plans and specifications for such work or purchases;***
 - 2. providing notice of the call for formal bids by publication in at least one newspaper of general circulation in the district at least once each week for two consecutive weeks;***
 - 3. providing the clear and definite plans and specifications to vendors interested in submitting a bid;***
 - 4. require that bids be in writing;***
 - 5. open and read bids in public on the date and in the place named in the notice; and***
 - 6. file all bids for public inspection after opening.***

~~Bid procedures shall be waived when the board declares an emergency for purchases involving special facilities or market conditions, for purchases of insurance or bonds or when purchases are clearly limited to a single source of supply. Any time bid requirements are waived pursuant to this provision, a document explaining the factual basis for the exception and the contract shall be recorded and open for public inspection.~~

The board may waive bid requirements for purchases:

- ***clearly and legitimately limited to a single source of supply;***
- ***involving special facilities or market conditions;***
- ***in the event of an emergency;***
- ***of insurance or bonds; and***
- ***involving public works in the event of an emergency***

“Emergency” means unforeseen circumstances beyond the district’s control that present a real, immediate threat to the proper performance of essential functions or will likely result in material loss or damage to property, bodily injury or loss of life if immediate action is not taken.

Whenever bid requirements are waived, a document explaining the factual basis for the exception and the contract will be recorded and open for public inspection.

The board may by resolution reject any and all bids and make further calls for bids in the same manner as the original call. The board reserves the right to purchase through an inter-local cooperative agreement with another governmental agency provided such agency has complied with the bidding requirements that are applicable to school districts.

The board ~~shall~~ ***will*** include in each contract a proviso requiring the contractor to prohibit any of its employees who has ever been convicted of or pled guilty to any of the child related felonies from working where he/she would have contact with public school ~~children~~ ***students***. The contract shall also provide that failure to comply with this requirement is grounds for immediate termination of the contract.

The superintendent ~~shall~~ ***will*** establish bidding and contract awarding procedures for all purchases of furniture, equipment, supplies (except books), or public works projects consistent with state law.

Use of State Funds for Improvements or Repairs

The board may make improvements or repairs to district property through a district department without following the competitive bidding process if the total cost of improvements or repairs does not exceed \$75,000. If the board estimates that the total cost is \$75,000 or more, the board will follow the formal competitive bidding process outlined above unless the contract is let using the small works roster process authorized by RCW 39.04.155 or under any other procedure authorized for school districts.

Procurement Using Federal Funds

When federal funds are used for procurement of goods (furniture, supplies, equipment, and textbooks):

- ***Purchases of \$3,000 or less do not require quotes. However, the district must consider price to be reasonable, and, to the extent practical, distribute purchases equitable among suppliers.***
- ***Purchases between \$3,000 and \$75,000 must be procured using price or rate quotations from three or more qualified sources.***
- ***Purchases of \$75,000 or more must be publicly solicited using sealed bids.***

When federal funds are used for procurement of services;

- ***Purchases of \$3,000 or less do not require quotes. However, the district must consider price to be reasonable, and, to the extent practical, distribute purchase equitably among suppliers.***
- ***Purchases between \$3,000 and \$150,000 must be procured using price or rate quotations from a reasonable number of qualified sources***
- ***Purchases of \$150,000 or more must be publicly solicited using sealed bids.***

Procurement by noncompetitive proposals may only be used when one of the following four circumstances applies:

- ***The item is only available from a single source;***

- *The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;*
- *The awarding agency (e.g., OSPI) authorizes a noncompetitive proposal in response to a written request from the district; or*
- *After solicitation of a number of sources, competition is determined inadequate.*

The district must maintain documentation supporting the applicable circumstance for noncompetitive proposals.

Suspension and Debarment

Before entering into federally funded vendor contracts for goods and services that equal or exceed \$25,000 and any subcontract award, the district will ensure the vendor is not suspended or debarred from participating in federal assistance programs.

The superintendent will establish bidding and contract awarding procedures consistent with state and federal law.

Conflict of Interest

No employee, officer, or agent may participate in the selection, award or administration of a contract supported by federal funds if he or she has a real or apparent conflict of interest. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No employee, officer or agent of the district may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. Violation of these standards may result in disciplinary action including, but not limited to, suspension, dismissal, or removal.

Legal References:	RCW 28A.335.190	Advertising for bids – Bid procedure – Telephone solicitation, limitations – Emergencies
	RCW 28A.400.330	Crimes Against Children – Contractor Employees – Termination of Contract
	RCW 39.04.155	Small Works Roster – Contract Award – Process
	RCW 39.04.280	Competitive Bidding Requirements – Exemptions
	RCW 39.30.060	Bids on public works – Subcontractors must be identified – When

RCW 43.19.1911

Competitive Bids – Notice of Modification
or Cancellation – Cancellation
Requirements – Lowest Responsible
Bidder – Preferential Purchase – Life Cycle
Costing

2 CRF 200.318

General Procurement Standards

34 CFR 80.36

Procurement

34 CFR 85

Debarment and Suspension

Management Resources:

Policy News, June 2001

Legislation Further Simplifies Bid
Compliance

Policy News, October 2005

Competitive Bid Process Change

Policy News, February 2011

Policy News, April 2012

Policy News, June 2013

Policy News, June 2015

Policy News, October 2015

Date: 10/12/81; 5/9/94; 1/25/99; 11/24/03; 6/14/10; 1/24/11_____

STUDENTS

Nonresident Students

~~Any~~ ***Consistent with Chapter 28A.225 RCW, any*** student who resides outside the district may apply to attend a school in the district or file the parental declaration of the intent to provide home-based instruction and enroll for ancillary services, if any. All applications for nonresident attendance or home-based instruction will be considered on an equal basis. ***The Port Townsend Board of Directors annually will inform parents of the interdistrict enrollment options and parental involvement opportunities. Information on interdistrict acceptance policies will be provided to nonresidents on request. Providing online access to the information satisfies the requirements of this policy unless a parent or guardian specifically requests information to be provided in written form. The district will not charge any transfer fees or tuition costs for enrolling eligible nonresident students.*** ~~The district shall provide information on inter-district enrollment policies to nonresidents on request and have copies of the Superintendent of Public Instruction's annual information booklet on enrollment options in the state available for public inspection at each school building, the central office and local public libraries.~~

A parent or guardian ~~shall~~ ***will*** apply for admission on behalf of his or her child by completing the appropriate district application. The superintendent ~~shall~~ ***will*** develop an application form which contains information including, but not limited to, the current legal residence of the child and the school district in which he or she is currently enrolled or receiving home-based instruction, the basis for requesting release from the resident district and the specific building and grade level (elementary) or course offerings (secondary) in which the student desires to be enrolled if accepted by the district.

A student who resides in a district that does not operate a secondary program will be permitted to enroll in secondary schools in this district in accordance with state law and regulation relating to the financial responsibility of the resident district.

Standards for accepting or rejecting an application

The superintendent will accept or reject an application for nonresident admission based upon the following standards:

- 1. Whether acceptance of a nonresident student would result in the district experiencing significant financial hardship ("financial hardship" does not include routine programmatic costs associated with serving additional disabled or non-disabled students);***
- 2. Whether ~~space is available in~~ the grade level or classes at the building in which the student desires to be enrolled **has the capacity for additional students;*****
- 3. Whether appropriate educational programs or services are available to improve the student's condition as stated in requesting release from his or her district of residence;***
- 3. ~~Whether the student's attendance in the district is likely to create a risk to the health or safety of other students or staff;~~***
- 4. ~~Whether the acceptance of additional nonresident students for the school year as permitted by policy will result in a financial hardship for the district;~~***

4. Whether the student's disciplinary records *or other documentation* indicate a history of violent or disruptive behavior or gang membership (a gang means a group of three or more persons with identifiable leadership that on an ongoing basis regularly conspires and acts in concert mainly for criminal purposes); ~~and~~
5. Whether the student has been expelled or suspended from a public school for more than ten consecutive days, in which case the student may apply for admission under the district's policy for readmission *and reengagement* of *suspended or* expelled students; *and*
6. *Whether enrollment of a nonresident student would conflict with a district innovation academy cooperative under RCW 28A.340.080.*

~~If the non-resident student is the child of a full-time certificated or classified school employee the superintendent shall accept the transfer request and enroll child/children at a school where the employee is assigned or at a school in the district's K-12 continuum that includes the school to which the employee is assigned unless the nonresident student:~~

1. ~~Has a history of convictions, violent or disruptive behavior, or gang membership;~~
2. ~~Has been expelled or suspended from school for more than ten consecutive days; or~~
3. ~~Enrollment of a child would displace a child who is a resident of the district, (the child must be permitted to remain enrolled until he or she completes his or her schooling).~~

~~A student who resides in a district that does not operate a secondary program shall be permitted to enroll in secondary schools in this district in accordance with state law and regulation relating to the financial responsibility of the resident district.~~

Admission or denial: Notice of decision and appeal of decision

The superintendent, in a timely manner, ~~shall~~ *will* provide all applicants with written notification of the approval or denial of the *a nonresident student's enrollment* application. If the student is to be admitted, the superintendent *or the superintendent's designee* shall notify the resident district and make necessary arrangements for the transfer of student records.

If the application is denied, the superintendent will notify the parent or guardian of *the reason(s) for denial* and the right to petition the board *of directors*, upon five (5) school business days prior notice, for review of the decision and to have a hearing before the board at its next regular meeting. Following the hearing by the board, a final decision shall be promptly communicated to the parent in writing.

The final decision of the district to deny the admission of a nonresident student may be appealed to the Superintendent of Public Instruction or his or her designee *pursuant to the process detailed in RCW 28A.224.230(3)*.

Children of full-time employees

1. *Pursuant to RCW 28A.225.225, a nonresident student who is the child of a full-time certificated or classified employee will be permitted to enroll:*

- a. *At the school to which the employee is assigned;*
 - b. *At a school forming the district’s kindergarten through twelfth grade continuum which includes the school to which the employee is assigned; or*
 - c. *At a school in the district provides early intervention services pursuant to RCW 28A.155.065 and/or preschool services pursuant to RCW 28A.155.070, if the student is eligible for such services.*
2. *The district may reject the application of a student who is the child of a full-time employee if:*
- a. *Disciplinary records or other evidence supports a conclusion that the student has a history of convictions, violent or disruptive behavior or gang memberships; or*
 - b. *The student has been expelled or suspended from a public school for more than ten consecutive days (however, the district’s policies for allowing readmission of expelled or suspended students and the required reengagement procedures under this rule must apply uniformly to both resident and nonresident applicants seeking admission, pursuant to RCW 28A.225.225 (2) (b); or*
 - c. *Enrollment of the nonresident child would displace a child who is a resident of the district.*
3. *If a nonresident student is the child of a full-time employee and has been enrolled under Section 1 above, the student must be permitted to remain enrolled at the same school or in the district’s kindergarten through twelfth grade continuum until:*
- a. *The student completes their schooling; or*
 - b. *The student has repeatedly failed to comply with requirements for participation in an online school program, such as participating in weekly direct contact with the teacher or monthly progress evaluations.*

<p>Cross Reference:</p> <p>Legal References:</p>	<p>Board Policy 3120</p> <p>RCW 28A.225.220</p> <p>RCW 28A.225.240</p> <p>RCW 28A.225.290</p> <p>RCW 28A.225.300</p> <p>C-36-L-03</p> <p>WAC 392-137</p> <p>WAC 392-137-040</p> <p>WAC 392-137-055</p>	<p>Enrollment</p> <p>Adults, children from other districts, agreements for attending school - Tuition</p> <p>Appeal from certain decisions to deny student's request to attend non-resident district - Apportionment of credit</p> <p>Enrollment options information booklet</p> <p>Enrollment options information to parents</p> <p>Enrolling children of certificated and classified school employees</p> <p>Finance - Non-resident attendance</p> <p>District policies - Procedures and criteria for release of resident students and admission of non-resident students</p> <p>Appeal notice</p> <p>School safety bills impact policy</p> <p>Enrolling children of school employees</p>
<p>Management Resources:</p>	<p><i>Policy News, September 1999</i></p> <p><i>Policy News, February 2000</i></p> <p><i>Policy News, June 2003</i></p> <p><i>Policy News, December 2011</i></p> <p><i>Policy News, October 2015</i></p>	

Date: 2/28/83; 11/17/88; 6/21/90; 7/26/99; 5/8/00; 10/28/02; 5/23/05 _____

PORT TOWNSEND SCHOOL DISTRICT NO. 50